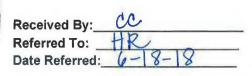
City of Hermosa Beach

1315 Valley Drive, Hermosa Beach, OA 90254 CAN CLERK 310.318-0203 - Fax 310.372-6186

Email: recordsrequest@hermosabch.org



Public Records Request

The City of Hermosa Beach encourages public participation in the governing process and provides reasonable accessibility to all public records except those documents which are exempt from disclosure by express provisions of law or considered confidential or privileged under the law. The City is under no obligation to respond to requests which are not focused or specific. The City may withhold documents which are exempt from disclosure under state or federal law, including the attorney—client privilege or any other applicable privilege. The City, in accordance with Government Code Section 6253(b), has ten (10) days to respond to any request for public documents by indicating whether or not the documents exist and will be made available. Actual production of the documents may take somewhat longer depending upon their ease of availability and staff workload. To assist us in providing a timely response to your request, please fill out the form below and indicate the specific record/document you wish to review.

request, please ini out the form b	relow and indicate the specific recor	araccament you wish	to review.
Name (please print):	een Hamil	Email:	Doitygox jobs. com
Address: 912 N. Prospero Dr.			Phone:
City: Covina CA 91722			Fax:
Record or Document Reque	ested:	_	
To assist the City with your re	equest, please identify each requ	lested record/docur	ment separately. Please be as specific as
possible. Non specific inquiries may cause responses to be delayed or may prove to be burdensome and therefore the			
City may not be able to respond. (Additional sheets may be used) Submit all requests to the City Clerk's Office.			
Photocopies are \$0.20 per page (Mailing fee, if applicable is \$3.00 plus postage). Fees must be paid before records are released.			
I agree to pay all applicable fees and charges per the City Council Resolution of Fees for any copies I request of the above mentioned document. Accepted method of payment: Cash or check. Credit card accepted in person only.			
Signature	Date		
For Departmental Use Only:			
Action Requested:	Action Taken:	Ву	Date
Review Only	Document Reviewed		on-Existent Document
Copies Requested	Copies Provided Refusal/Reason	0	ther (Please Explain)
For City Clerk's Use Only:	-		
Date Requestor Notified	Notified By:		Pate Picked Up or Mailed

Lizanne Castillo

From:

Colleen Hamil <colleen@citygovjobs.com>

Sent:

Friday, June 15, 2018 2:26 PM

To:

Records Request

Subject:

Public Records Request - Hermosa Beach

C. Hamil Citygovtjobs LLC 912 N. Prospero Drive Covina, CA 91722

Dear City of Hermosa Beach,

I'd like to request an Excel file of your job titles organized by department name and including the job type.

I'd like the following 3 columns in the Excel spreadsheet:

Department Name

Job Title

Type of Position (i.e. Full-Time, Part-Time, Temporary or Seasonal).

I prefer this Excel file by email.

Thanks again for your help and enjoy your afternoon!

Colleen